



OFFICE OF THE  
PRESIDENT

# UNIFORMED SERVICES UNIVERSITY OF THE HEALTH SCIENCES

4301 JONES BRIDGE ROAD  
BETHESDA, MARYLAND 20814-4799



PPM-002-99

SUBJECT: USUHS Executive Safety Committee

OCT 22 1999

Reference: *See Enclosure*

**A. Purpose.** This President's Policy Memorandum (PPM):

1. Establishes the Uniformed Services University of the Health Sciences (USUHS) Executive Safety Committee to promote the occupational safety and health program of the University through evaluations of health and safety programs and issues, and recommend policy changes to ensure good safety practices; and

2. Complies with the guidelines provided in DoD Instruction 6055.1<sup>1</sup>.

**B. Applicability.** The provisions of this PPM are applicable to all USUHS and Henry M. Jackson Foundation for the Advancement of Military Medicine (HMJF) personnel located on the main USUHS campus as well as all USUHS off-site facilities.

**C. Policy.** It is the policy of the USUHS to provide a safe work environment for all employees and to ensure compliance with all applicable laws, directives, and regulations regarding the workplace.

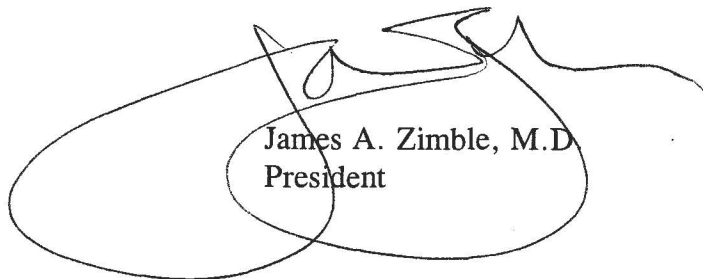
**D. Membership.** The Executive Safety Committee membership shall consist of:

1. Vice President, Administration and Management (VAM);
2. Vice President, Teaching and Research Support (TRS) (Chair);
3. Dean, School of Medicine (DEN);
4. Dean, Graduate School of Nursing (DSN);
5. Director, Armed Forces Radiobiological Research Institute (AFRRI)
6. Brigade Commander (BDE);
7. Representative from Clinical Sciences;
8. Representative from Basic Sciences;
9. Representative from Faculty Senate;
10. Representative from MSI or MSII;
11. Director, Security (SEC);
12. Director, Facilities (FAC); and
13. Director, Environmental Health and Occupational Safety (EHS), Executive Secretary.

**E. Responsibilities.**

1. The Executive Safety Committee shall:
  - a. Meet at least semi-annually or at the call of the Chair;
  - b. Act as an advisory committee to the President, USUHS on all safety and occupational health matters;
  - c. Approve recommendations for establishing or changing policy. This requires that a quorum be present. A quorum is considered to be sixty percent of the membership;
  - d. Perform an annual evaluation of the USUHS health and safety program;
  - e. Review, revise, and recommend changes to health and safety policies as necessary to ensure staff safety and compliance with regulations;
  - f. Review and evaluate reports of investigations and inspections by the EHS to determine if program changes are necessary;
  - g. Make recommendations to President, USUHS on issues that affect the Environmental Health and Occupational Safety Program;
  - h. Participate in review of all plans for modification of USUHS buildings from the position of health and safety; and
  - i. Foster a better understanding throughout the USUHS of the Environmental Health and Occupational Safety Program.
2. The Environmental Health and Occupational Safety Department shall:
  - a. Provide necessary technical expertise to the committee; and
  - b. Maintain responsibility for the implementation, training, explanation, and enforcement of the safety policies and programs established by the committee through the President, USUHS.

Effective Date: This PPM is effective immediately.



James A. Zimble, M.D.  
President

Enclosure:  
Reference

**Enclosure**

**REFERENCE**

- (a) DoD Instruction 6055.1, "DoD Safety and Occupational Health (SOH) Program," dated August 19, 1998